

PURPOSE

The Training Consortium will function as a resource and advisory group to agencies in matters pertaining to the training and development of State employees such as: trainer development, sharing, marketing, policy/leadership, technology, standards/training, demand/increase/use, and increasing resources.

HISTORY

The Human Resource Development Training Consortium was originally formed in the fall of 1991 to provide state trainers with an opportunity to share information and coordinate efforts. The Department of Human Resource Management (DHRM) provided the group with logistical support – facilities to meet in, agenda and minute development and distribution.

During the Consortium's monthly meeting of January 1994, an effort was undertaken to develop a more formal organizational structure. The next meeting, February 1994, was almost entirely devoted to the identification of potential objectives and directions. Some 70 areas of interest were identified for consideration. A committee was commissioned to draft a purpose state and a committee was formed to develop draft membership and voting policies for the Consortium. An organizational structure for the Consortium was officially approved during the March meeting along with membership and voting policies. The members decided that the organization's leadership and logistical support would be provided by a broad based Steering Committee. Members that would serve on the executive committee for the next year were selected at the next monthly meeting – April 1994.

LEADERSHIP – EXECUTIVE COMMITTEE

The Consortium will decide the exact duties and responsibilities of the Executive Committee. The Executive Committee will have the authority to modify the assigned duties and responsibilities as the member deem necessary to assure successful accomplishment of its purpose. The primary function of the Executive Committee is to provide leadership and support to the Consortium in the following areas:

- Develop and distribute the meeting agendas, meeting invitations, and meeting minutes.
- Arrange for meeting facilities.
- Coordinate all permanent and temporary committees.
- Represent the Consortium at outside meetings and events

It shall be the responsibility of the Executive Committee to develop recommendations for operating procedures and/or modifications to operating procedures that govern the actions of the Consortium, its Executive Committee, and other committees, both permanent and temporary, and present these recommendations to the Consortium for approval.

The Executive Committee shall have the authority to include the chairpersons of any permanent or temporary committee as non-voting members of the Executive Committee.

The Executive Committee may add and/or modify officers or members as necessary to reflect changes and needs of the Consortium.

The Executive Committee shall serve as the nominating committee each year to recommend names for the next Executive Committee.

The Executive Committee shall be composed of Training Consortium members. Committee membership and terms shall be determined in the following manner:

TITLE	ELECTED BY	TERM
President	*	One year (see notation below)
President Elect	*	One year
DHRM Representative	**	On going
Risk Management Representative	**	On going
Large Agency Representative	***	One year
Large Agency Representative	***	One year
Small Agency Representative	***	One year
Small Agency Representative	***	One year
IT Representative	***	One year
At-Large Representative	***	One year
Immediate Past President		One year

* Majority vote of Consortium members in attendance at the annual meeting.

** Representative to be selected by their respective agency.

*** Appointed by the Training Consortium Executive Committee.

Note: The President must serve one year as President Elect immediately prior to serving as President.

MEMBERSHIP

The Consortium has an “Open Membership” policy and encourages representation from all government organizations in the State of Utah that are interested in improving the quality and quantity of the training that is available to their organization’s employees.

DECISION MAKING PROCESS

When faced with the need to make a decision, the Training Consortium will first attempt to achieve a consensus of the members that are present. If a consensus cannot be reached, decisions will be made by a vote in which each State organization present at the meeting has one vote.

Decisions made in Executive Committee must be made by a quorum of at least four people.

OBJECTIVES OF THE CONSORTIUM

- Share ideas, expertise and training materials
- Provide training for the trainers
- Develop and serve as a resource for statewide training curriculum
- Provide resource for professional development
- Establish statewide recognition for trainers
- Promote best practices in training and development
- Coordinate training delivery
- Serve as a sounding board/feedback function
- Provide a forum for debate
- Develop training partnerships
- Create, maintain and distribute a training/resource catalog
- Create list of keynote speakers
- Market training
- Research new ideas, technologies, new direction